



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

## SAMPLE SUBCONSULTANT ☐

### Phase I and II Consultant Evaluations

Evaluation Date: \_\_\_\_\_

Annual or Milestone Evaluation: \_\_\_\_\_

Type Evaluation: \_\_\_\_\_

Office: \_\_\_\_\_

Evaluator: \_\_\_\_\_

Sub Consultant: \_\_\_\_\_

PTB: \_\_\_\_\_

Item: \_\_\_\_\_

Route: \_\_\_\_\_

County \_\_\_\_\_

Phase: \_ District: \_\_\_\_\_

Description: \_\_\_\_\_

Prequalification Categories:

#### Fatal Flaws:

Did the submittals contain any of the following errors?

Significant structural deficiencies.

Failure to identify significant environmental impacts.

Substandard geometrics for the specified design criteria.

Inaccurate survey information.

Did the consultant:

Display inappropriate behavior in dealing with the public or other agencies?

Provide false information in the report documentation?

Cause the letting date or design approval to be delayed due to late submittals?

Rated By: \_\_\_\_\_ District/Bureau: \_\_\_\_\_ Rated Date: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Position: \_\_\_\_\_ Reviewed Date: \_\_\_\_\_

Concur: \_\_\_\_\_ DE: \_\_\_\_\_ Date: \_\_\_\_\_

**Sub Consultant:**

**PTB: \_\_\_\_ Item: \_\_\_\_**

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**Timeliness:**

**Comments on Strengths/Weaknesses in Timeliness:**

**Ratings of:** ☐

**N/A** ☐

**Excellent** ☐

**Good** ☐

**Satisfactory** ☐

**Needs Improvement** ☐

**Poor** ☐

**Completeness:**

**Comments on Strengths/Weaknesses in Completeness:**

**Quality & Accuracy:**

**Comments on Strengths/Weaknesses in Quality & Accuracy:**

**Cooperation & Project Management:**

**Comments on Strengths/Weaknesses in Cooperation and Management:**

**Public/Agency Coordination:**

**Comments on Strengths/Weaknesses in Public/Agency Coordination:**

**Innovation:**

**Comments on Strengths/Weaknesses in Innovation:**

**Project Administration Budget/Supplemental/Invoicing:**

**Comments or Strengths/Weaknesses in Project Administration Budget/Supplemental/Invoicing:**

**Comments on Consultant's Overall Performance:**